



CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING

#25-0938

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Rickelle Williams, City Manager

DATE: October 23, 2025

TITLE: Second Reading – Ordinance Amending the City of Fort Lauderdale Unified
Land Development Regulations (ULDR) Section 47-27.7 to Update Notice
Requirements for Historic Designation Applications Submitted by an Eligible
Non-Profit Corporation – Case No. UDP-T25007 – (**Commission Districts
1, 2, 3 and 4**)

Recommendation

Staff recommends the City Commission consider an ordinance amending the City of Fort Lauderdale's Unified Land Development Regulations (ULDR) Section 47-27.7 to update notice requirements for historic designation applications submitted by an eligible non-profit corporation.

Background

At its February 18, 2025, and April 1, 2025, Regular Meeting, the City Commission requested that staff prepare recommendations for improvements to the required notices for historic designation applications that are submitted by an eligible non-profit organization. In response to this request, an amendment is proposed to ULDR Section 47-27.7, Historic Designation, modifying the existing historic designation notice requirements.

At the July 7, 2025, Historic Preservation Board (HPB) meeting, the Board voted unanimously (6-0) to endorse the proposed amendments. The July 7, 2025, HPB staff report is attached as Exhibit 1 and draft meeting minutes are attached as Exhibit 2. On August 20, 2025, the Planning and Zoning Board (PZB), acting as the local planning agency (LPA), reviewed the application and recommended approval (by a vote of 6-0), finding the proposed changes consistent with the City of Fort Lauderdale Comprehensive Plan. The August 20, 2025, Planning and Zoning Board staff report is attached as Exhibit 3 and draft meeting minutes are attached as Exhibit 4.

The first reading of the ordinance was held on October 7, 2025. The City Commission approved the ordinance without modifications.

Proposed ULDR Amendments

The proposed amendment includes additional noticing requirements for non-profit organizations submitting a historic designation application prior to its submittal and includes a requirement for a public participation notice and public participation meeting to be held prior to the Historic Preservation Board Meeting. Under the existing regulations, non-profit organizations follow the same general noticing requirements as a property owner(s) and the City after a complete historic designation application is received e, which requires the following at each public hearing:

- Historic Preservation Board: mail notice, newspaper notice, sign notice
- Planning and Zoning Board: newspaper notice (historic district designation only)
- City Commission: newspaper notice, sign notice

Through the effort to amend the notice requirements for non-profit organizations, staff identified opportunities to enhance notice requirements for all designation applications that resulted in additional edits that include the following:

- Added the requirement to send a mail notice to a registered agent, in addition to property owner(s), after a motion is made by the City Commission or Historic Preservation Board to initiate a designation application.
- Inclusion of a requirement to provide a mail notice to a registered agent if the subject property is a limited liability company or corporation.
- Additional descriptive text for consistent formatting of noticing for each required public hearing.
- Addition of a sign notice prior to the PZB meeting and a mail notice prior to the City Commission meeting.
- Simplification of text, removal of text repeated in ULDR Section 47-27.2 – Types of public notices and reordering of notice requirements to be consistent between each required public hearing.

The proposed regulations are attached as Exhibit 4.

Resource Impact

There is no fiscal impact associated with this action.

Strategic Connections

This item supports a FY2025 Priority for Public Spaces and Community Initiatives to increase ease of historic preservation incentives.

This item supports the *Press Play Fort Lauderdale 2029* Strategic Plan, specifically advancing:

- The Public Places Area.

This item advances the *Fast Forward Fort Lauderdale 2035* Vision Plan: We Are Community.

This item supports the *Advance Fort Lauderdale 2040* Comprehensive Plan, specifically advancing:

- Neighborhood Enhancement Focus Area
- Historic Preservation Element
- Goal 3: Ensure historic preservation goals are met through the coordination and implementation of various local, state, and national preservation tools.

Attachments

Exhibit 1 – July 7, 2025, HPB Staff Report

Exhibit 2 – July 7, 2025, HPB Meeting Minutes

Exhibit 3 – August 20, 2025, PZB Staff Report

Exhibit 4 – August 20, 2025, PZB Meeting Minutes

Exhibit 5 – Ordinance

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